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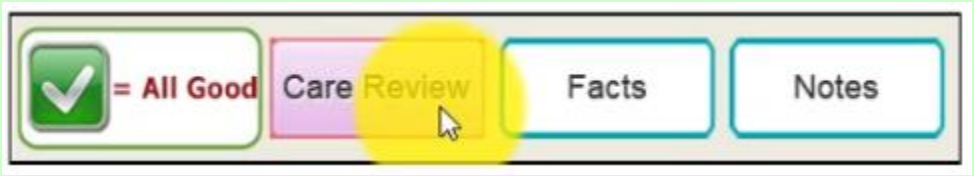
Care Control Academy – CCQ Level 4, Part 3

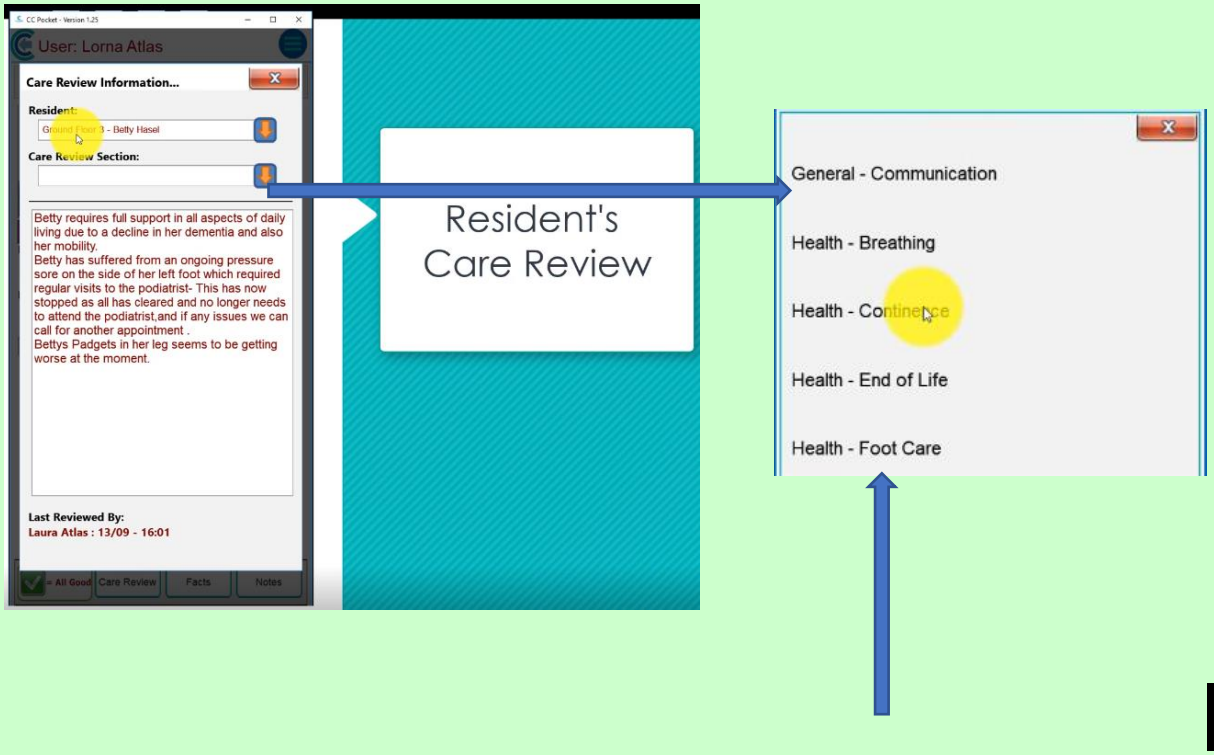
Entering Care Data onto Care Control Pocket – Part 3

- Care Review sections
- Fast Facts
- Notes, ad hoc notes
- Adding care notes to multiple residents (Activities)
- Recording information, e.g. Bowel Movements
- Recording Resident Observations
- Referencing information on the Care Review

Now our orange button has turned to green which means we have nothing outstanding and all the minimum care has been completed for Betty.

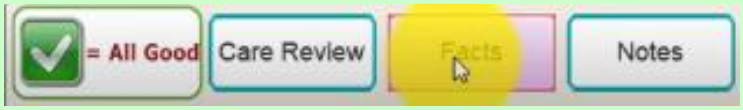
To see the latest care review, click on Care Review.



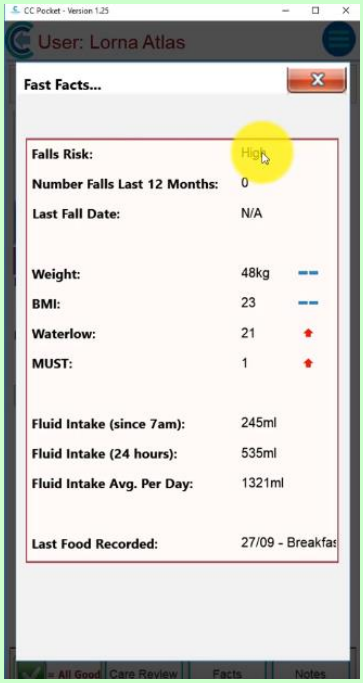


Here we can see any of the **Care Review** sections. Click on the drop-down box and select the relevant area. This will tell you what their current need is, what their present situation is and what the support plan is. If you'd like to look at another area, simply click on the drop-down box and select the other area. Once you've finished, click on the red button.

If you'd like to have up-to-date information, click on **Facts** and this will tell you:

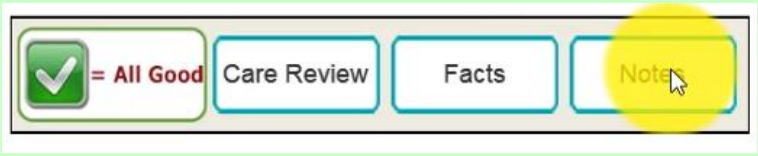


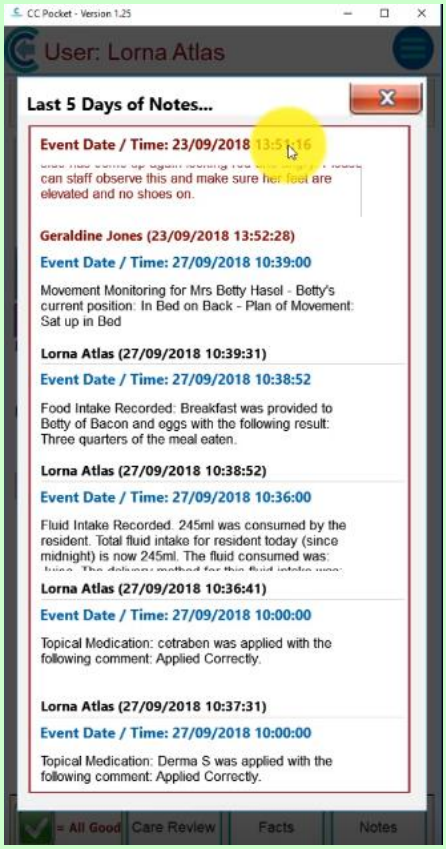
- what the **Falls Risks** are
- what their **Weight**
- their **BMI**
- **Waterlow** and
- **MUST** score are
- how much **Fluid** they've had since 7 o'clock, over 24 hours and on overage
- what their **Food**
- their **Movement**
- and **Sleep Check** is
- and finally what their **Incontinence Level**
- **Mobility Needs**
- and **Mental Health Needs** are



Click on the red button to go back to Betty's profile.

The last button is the **Notes** button and when we click onto this you will be able to see





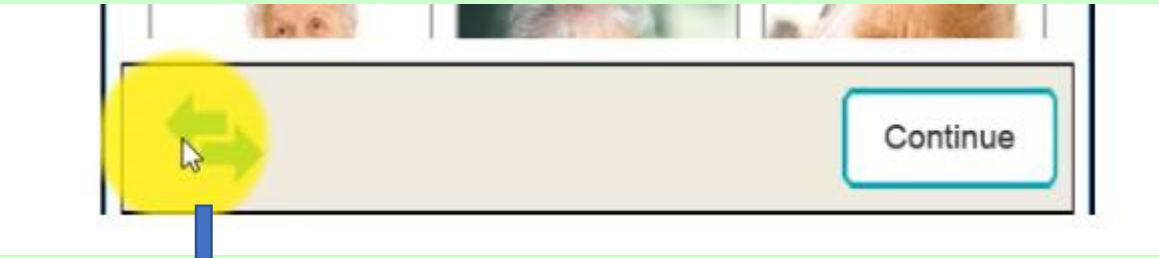
the last 5 days' notes. Any notes showing in red is key information.

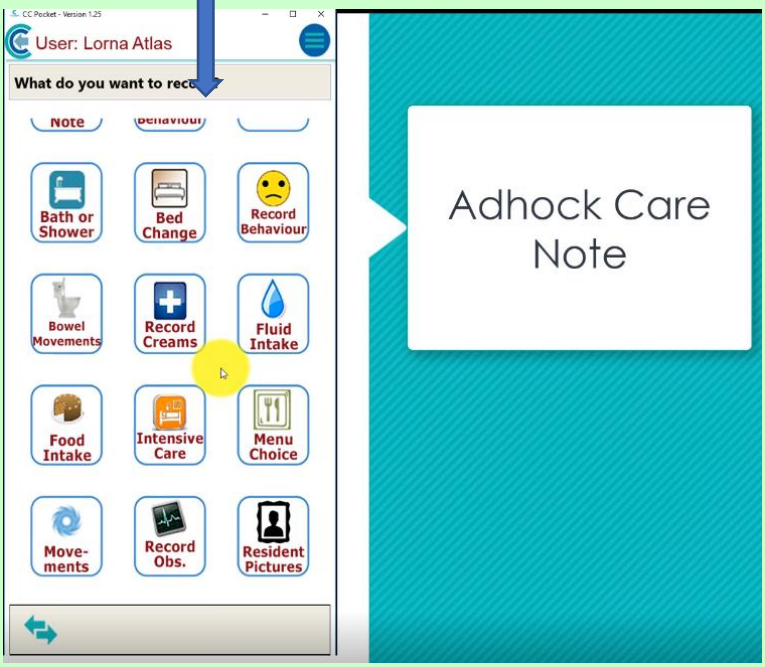
This could be:

- a change in need
- a change in medication
- a health issue
- or any other notable information

The notes are in chronological order and you can scroll through them as far back as 5 days. Once you have finished reading the notes, then click the red button at the top and this will take you back into Betty's profile. Click on the back button to show you all the other residents. Click on any other resident and click **Continue** to see that resident's profile. Click on the back button to take you back to the Residents page.

To add on ad hoc notes, click on the double arrows at the bottom left of the screen.



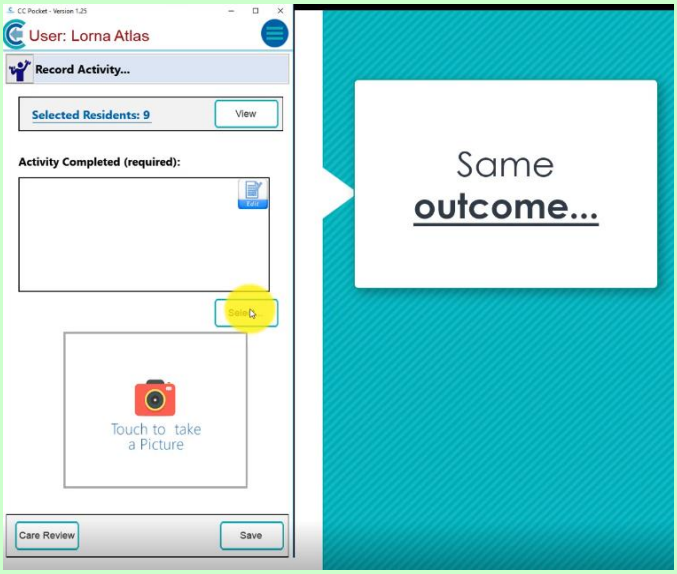


On this screen you will see all the care that you can record on **Care Control Pocket**. You can even add a care note onto multiple residents at the same time.

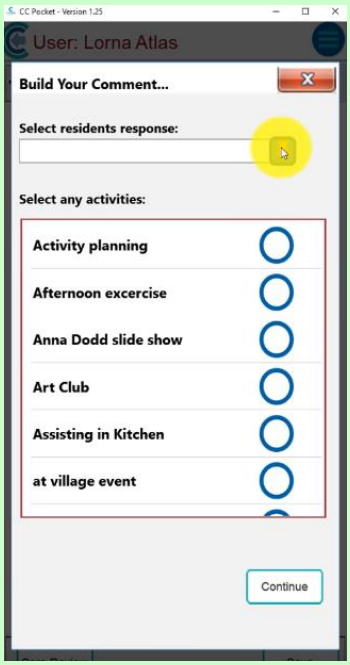
Adding on an activity for a group of residents is easy:

- Click on **Activities**
- Select the residents who have done the activity with the same outcome

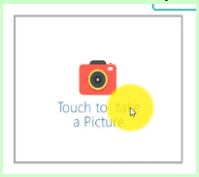
- Click on **Continue**
- To check which residents are on your list click the View button
- If you're happy with the list click the red box
- To add on pre-defined information click **Select**



- Choose the relevant **resident response** – this has to be the same for all named residents
- **Select** the **Activity**



- Click **Continue**
- To take a photograph touch the box

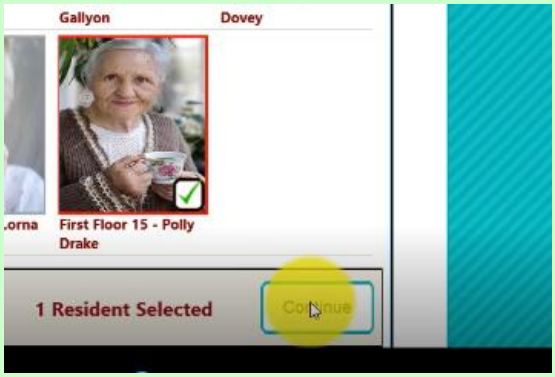


- Click **Take Photograph** – this will open up the camera
- Take the photograph – click **Save** and **Okay**

We're going to enter details of residents who have taken part in the same activity, but with a different outcome.

- Click the residents
- Click **Continue**
- Select the **residence response** – this time **with assistance**
- Click **Art Club**
- And now we can take a photograph

We're now going to enter a note for a resident who declined to take part in the activity:



- Click the resident
- Click **Continue**
- Click **Resident declined to take part**
- Click **Art Club**
- Click **Continue**
- Manually enter the reason why they declined to take part
- Click **OK**
- and if you want to take a picture do so
- and then click **Save**
- Click on the Back Button to go back onto the **Care Note** Screen

Question 1 – If you click on Facts, what would you NOT be able to find out?

A) Weight

B) Fluid Intake Average Per Month

C) Movement

D) Mental Health Need

Question 2 – Which of the following statements is FALSE?

A) You can see the last 5 days' notes when you click on Notes.

B) You can add a care note onto multiple residents at the same time.

C) The notes in the Notes section are in alphabetical order.

D) Ad hoc notes can be added by clicking on the double arrows at the bottom of the screen.

Question 3 – Which of the following statements is TRUE when working on the Activities section?

A) You can choose from a list of pre-loaded activities rather than having to enter the activity manually each time.

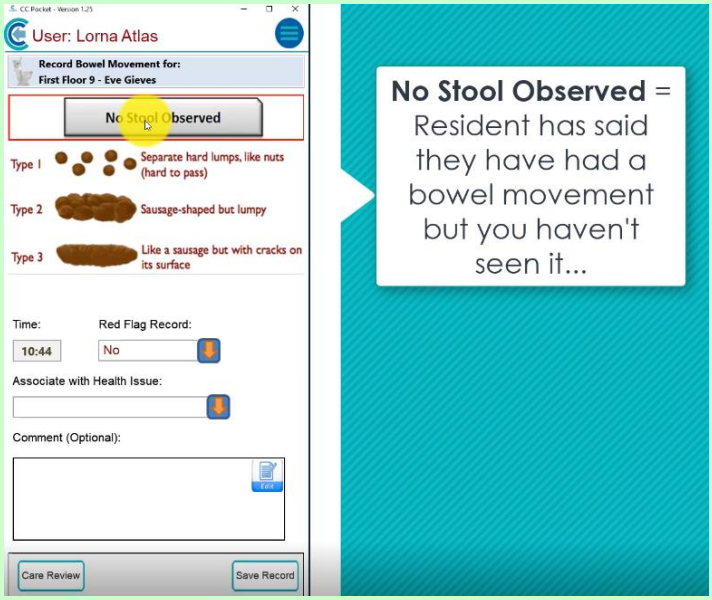
B) You must enter the resident responses manually yourself each time, e.g. Write "Declined to take part."

C) You can log that a resident has declined to take part, but you can't add why.

D) If you click on the Back Button from the Activities page it will log you out of work.

To record a **Bowel Movement**, simply:

- Click on **Bowel Movements**
- Select the resident and click **Continue**
- Care Control uses the **Bristol Stools Chart**
- When no bowel movements have been observed click the **No Stool Observed** button.



- This actually means that the resident has had a **Bowel Movement** but we haven't seen it.
- Use the red flag button to highlight any issues
- Should you need to associate it with any health issues, click on the **Health Issue** button

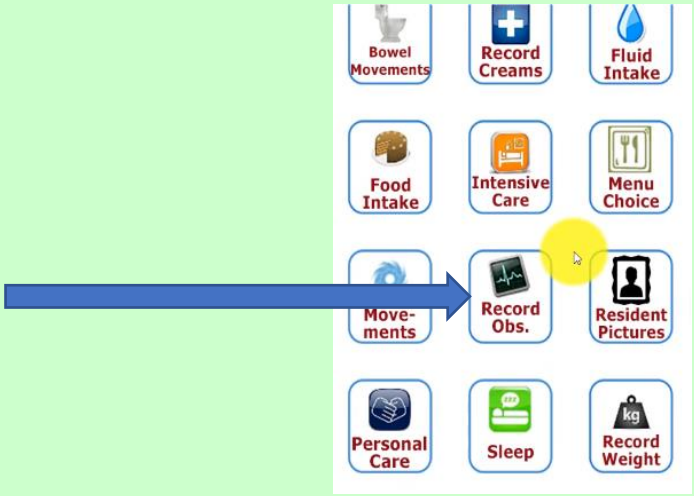
- You can add on a **Comment**, but this is optional (this could be something like blood in the stools)
- Click **Save Record**

- Click **Yes** to confirm the information is correct and click **Okay**

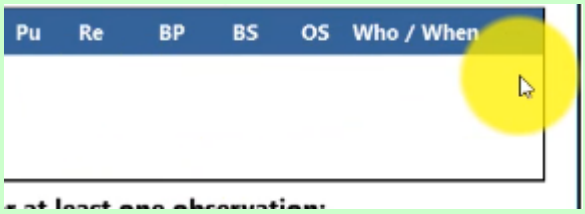
You can choose any of the care by clicking on the relevant care button

To record **Resident Observations**:

- Click on Record **Obs.**



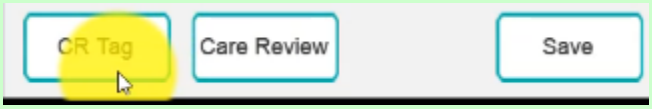
- Select the resident and click **Continue**
- In this box you will be able to see any previously recorded observations, what time they were recorded and who actually did the observation



- You need to record at least one observation – this could be **Temperature, Pulse**, **Respiration**, both **Blood Pressures, Blood Sugar**, **Oxygen Saturation** percentage and **Associated with** a **Health Issue** or, you could record each and every one of them

You may also want to reference this care on the **Care Review**. To do this:

- Click the **CR Tag**



- You can now select, or multi-select any area within the **Care Review** sections
- To enter this reference click **Confirm** and this will enter the information into the **Care Review Domain** for the next time someone opens it up to review it
- You may have a particular concern or you want to view the **Care Review** so click on **Care Review**.
- This will take you into the **Physical Health** area of the **Care Review** section
- Once you're happy, click **Save**

We're now going to go back into Amanda's observations and here you can see the information that you saved earlier. Click on the back button to go back to the previous screen.

Question 4 - If you observe blood in the stool of a resident, where could you easily log this?

A) There is no ability to log this here and you must add it to the Care Review later.

B) The only thing you could do would be to click on Associate with Health Issue in order to log this.

C) You would have to open up the Care Review at the bottom of the page.

D) In the Comment section.

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Question 5 – Which of the following can you NOT record as an observation?

A) Oxygen saturation percentage

B) Temperature

C) Pulse

D) Prescribed medicines

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